



United States Department of Agriculture

USDA provides leadership on food, agriculture, natural resources and related issues based on sound public policy, the best available science and efficient management. Our goal is to be recognized as a dynamic organization that is able to efficiently provide the integrated program delivery needed to lead a rapidly evolving food and agriculture system. We invite you to join us in meeting our goal, contributing to the future of our organization and advancing the best food and agriculture system in the world.

**Departmental Administration
Office of Human Capital Management
Human Resources Services Division
Personnel Operations Branch**



The Department of Agriculture is conveniently located in the heart of DC's Smithsonian Museums and just steps from the metro, [Smithsonian](http://www.wmata.com/), (<http://www.wmata.com/>) and several major Commuter Bus Stops. Our On-site services include a mini-mall, credit union, a U.S. Post Office, Dry Cleaning service, three cafeterias, child care center, fitness center and more. USDA employees receive the [Federal Benefits](#) package PLUS:

- Pre-tax transportation benefits for parking
- Public transportation subsidy
- Alternative Work Schedules
- Telecommuting

Office of General Counsel San Francisco Office

ANNOUNCEMENT NO: OGC-SF-SA-06-238	OPEN: September 7, 2006
POSITION: Law Clerk or Attorney GS-904 or GS-905	CLOSES: October 6, 2006
SALARY: \$59,436 - \$77,271 per annum	PROMOTION POTENTIAL: GS-14
DUTY LOCATION: San Francisco, CA	VACANCIES: 1

THIS ANNOUNCEMENT IS OPEN TO THE PUBLIC: Everyone may apply. U.S. Citizenship is required to be appointed. Federal status is not required when applying under "Public" announcements.

The San Francisco office is the headquarters of the Pacific Region of the Office of the General Counsel and provides legal services to USDA agencies administering programs within the assigned geographic region, which includes California, Oregon, Washington, Alaska, Hawaii, and Pacific overseas territories of the United States.

DUTIES (GENERAL): The incumbent performs assignments under an hourly rate of given estimates. Time maintenance and quality performance is critical.

The work of the office is diverse, emphasizing commercial and bankruptcy law, environmental law, administrative law, government contract practice both as a vendor and purchaser, claims adjudication, and employment and civil rights law. The attorneys in the office serve as counsel

principally to officials of the Forest Service, the Farm Service Agency, the Rural Development mission area, the Food and Nutrition Service, the Natural Resources Conservation Service, the Risk Management Agency and the Agricultural Marketing Service. The attorneys deal directly with the client agencies, and provide a full array of legal services including research, negotiation, preparation and review of legal documents, administrative litigation, claims adjudication, and presentation of legal training and updates, as well as less formal advice and consultation. Work is distributed according to the needs of the client, with due regard to developing areas of specialization and satisfying career paths for individual attorneys.

BASIC ELIGIBILITY REQUIREMENTS: Applicants must have graduated from an accredited law school with a superior academic record. Applicants must have strong and persuasive legal writing skills, the ability to work well with the client agencies, and be interested and capable of handling a wide variety of work. An applicant must be an active member in good standing of the bar of a State, the District of Columbia, or the Commonwealth of Puerto Rico. Law Clerks may be hired on a 14-month appointment pending bar admission.

EVALUATION CRITERIA: Applicant will be considered on the basis of their education, knowledge, skills, abilities and other characteristics for the position.

HOW TO APPLY

TO BE CONSIDERED, YOU MUST SUBMIT THE FOLLOWING. FAILURE TO COMPLY WILL RESULT IN NON-CONSIDERATION:

Please submit a resume, law school transcript and writing sample to Deborah Vita, Resource Management Specialist, U.S. Department of Agriculture, Office of the General Counsel, 1400 Independence Avenue, SW, Room 2305-S, Washington, DC 20250. Applications must be received and/or postmarked by close of business on 10/6/06. Email, faxed or mailed copies of applications will be accepted.

Please be sure to indicate your email address, as further communication with you on the status of your application may be by email.

APPLICATION DEADLINE: APPLICATIONS MUST BE POST MARK BY THE CLOSING DATE OF October 6, 2006. No extensions will be given.

We are sorry for any inconvenience that this may cause; however, due to mail being irradiated, we have no control over when we receive mail. The Human Resources Services Division staff wants to ensure that your application package is timely and is considered for further processing.

WHERE TO SUBMIT APPLICATIONS:

USDA/Office of the General Counsel
ATTN: Deborah Vita
ANNOUNCEMENT NO: OGC-SFS-SA-06-238
1400 INDEPENDENCE AVE., SW Room 2035-South
WASHINGTON, DC 20250

Call Debbie Vita at (202) 720-4851 for additional information.

VETERANS PREFERENCE: If you are claiming 5 point veteran preference, you must submit a DD-214. If you are claiming 10 points veterans preference based on a compensable service connected disability of 10 percent or more, you **MUST** submit a DD-214, SF-15 and letter from the Veterans Administration identifying the percentage of disability for preference determination. Additional information on veteran's preference is available in the Vet Guide available at <http://www.opm.gov/veterans/html/vetguide.htm>.

DISPLACED/SURPLUS EMPLOYEES: Individuals who have special priority selection rights under the USDA Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection. **[To be well qualified, you must receive a score or 85 or higher.]** CTAP and ICTAP eligible will be considered well qualified if that applicant meets the qualification standard and eligibility

requirements for the position, meets minimum educational and experience requirements, meets all selective factors where applicable and is able to satisfactorily perform the duties of the position upon entry.

Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible. Additional information on CTAP and ICTAP is available at <http://www.opm.gov/ctap/index.asp>.

REASONABLE ACCOMMODATION: The Department of Agriculture provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement. Additional information on persons with disabilities is available at <http://www.opm.gov/disability/>.

Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's Target Center at 202-720-2600 (voice and TDD).

The application contains information subject to the Privacy Act (P.L. 93-579, 5 USC 522a). The information is used to determine qualifications for employment, and is authorized under Title 5, USC, Section 3302 and 3361.

ADDITIONAL INFORMATION:

This position is in the excepted service. It is excluded from provisions of the career transition assistance program.

All qualification requirements must be met by the closing date of this announcement.

Males born after 12/31/59 desiring Federal employment must be registered with the Selective Service System.

A background security investigation will be required for all new hires. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination.

The use of Federal Government postage-paid envelopes in filing applications is a violation of federal law and will disqualify you from consideration.

The U. S. Department of Agriculture (USDA) prohibits discrimination in all of its

programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's Target Center at 202-720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

**THE FEDERAL GOVERNMENT IS AN EQUAL OPPORTUNITY PROVIDER
AND EMPLOYER.**